



CITY OF BOSTON

Mayor's Office of Consumer Affairs & Licensing

Boston City Hall, Room 817
Boston, MA 02201

Thomas M. Menino
Mayor

Patricia Malone
Director

Application for a One-Time Carnival License

Date of Application:

I hereby request an Entertainment License to operate a carnival consisting of:

Number of Adult Rides:		Number of Arcade Games:	
Number of Kiddie Rides:		Number of Games:	

Said carnival will be located at (include full address):

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Said carnival will take place at the following time(s):

Date:	Time From:	Time To:

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Approval of the District Police Captain*

**Must have District Police Captain Sign-Off. This section to be filled out by District Police Captain.*

Name:		BPD Area:	
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Is detail recommended? Yes No

If yes, how many?

Contact Information

Carnival Operator

Name	
Address	
Telephone	
Signature	

Carnival Sponsor

Name	
Address	
Telephone	
Signature	

Payment Information

Payment to be made by certified check or money order to the following:

Consumer Affairs and Licensing
1 City Hall Square, Room 817
Boston, MA 02201-2039

Requirements & Questionnaire

1. Is this event being advertised?

Yes

No

If yes, where is it being advertised? _____

2. Did you sign a lease or an agreement to use the property?

Yes

No

If yes, please supply the Division with a copy of such.

3. Who will be the person in charge of the event? _____

4. What is your plan for internal security? Who will be in charge of security? How many security personnel will be on duty? How will they be identified? What will be their duties?

5. You must have insurance coverage for this event. Have you named the sponsoring group as the additionally insured?

Yes

No

Please provide the Division with a copy of this insurance policy.

6. Your amusement rides must be certified by the Department of Public Safety, Division of Engineering. Please provide a copy of this Certificate to the Division.

7. Copies of the carnival operator's licenses must be on file in the on-site carnival office.

8. Please explain the provision for portable toilets. Also, list the number of handicapped toilets:

9. Who is providing food for the event? _____

10. If you are cooking on-site with propane, sterno or gas, you must obtain open air fire permits from the Boston Fire Department and submit copies of these permits to the Division.

11. Will you be serving alcohol and/or beer & wine at this event?

Yes

No

12. Will you be offering any entertainment other than what is being applied for on the first of this application?

Yes

No

If yes, please explain: